



GRAVENHURST

Parish Council

Minutes of a Ordinary Meeting of Gravenhurst
Parish Council held in the Village Hall, Gravenhurst
on Thursday 27th November 2025

Present: Councillors: Lockey (Chair), Cooper, Green-Noon and Robertson,
Clerk: A Marabese
Public: Seven members of the public

Meeting started at 8:00pm.

8294. Apologies for absence.

Apologies received and accepted from Councillors Sibley, Simkins and Thaneja.

8295. Chair's announcements:

- A notice on openness and transparency of the meeting was read out.
- To resolve to extend the meeting finish time beyond 2 hours.
Councillors agreed that this was not required this evening.
- Other information.
None.

8296. Members interests

- To receive declarations of interest from councillors on agenda items, requests for dispensations and grant any requests for dispensations.
None.

PUBLIC SESSION

8297. The Chair suspended Standing Orders at 8:02pm to receive a report from the Ward Councillor and to allow members of the public to address the Council in relation to items on the agenda or request matters to be discussed at a subsequent meeting.

- Ward Councillor Report (read by the Clerk)
 - None received.
- Village organisations
 - None present.
- Questions and issues raised by the public:
 - Several residents requested an update on the application to add to the Definitive Map parts of FP4 that run through St Giles Church and behind 53 and 53A High Street, as both gates have now been locked, and this is causing issues for those walking through the village. *Council advised that they have been made aware of recent updates and allegations, and the general unrest in the village that closure of the gates has created. CBC Officers have advised that our application for a change to the Definitive Map will not be looked for a year due to a backlog of work.*
 - The water leak outside St. Giles Church is still there despite Anglian Water visiting (trailing all the way to Shillington Road and iced over when cold creating a risk of slips and trips). *The Clerk was asked to escalate this issue to our MP Blake Stephenson as this has been going on for years without resolution.*
 - Where can agendas for the Parish Council Meetings be found? *The Clerk advised that they are available online at www.gravenhurst-pc.gov.uk and on the Parish Council noticeboard on the High Street outside the School. If members of the public would like to be emailed an agenda, then they can request this by emailing the Clerk with their details.*
 - Social media has advised that the site on Barton Road previously refused planning permission for 9 homes has now applied for a Lawful Development



Certificate Existing for five outbuildings and is requesting planning permission for five new homes on the back of this. Has the Parish Council been consulted on this? *No, the Parish Council has not been consulted on this application by CBC, but we have been made aware of it and are actively seeking information on this. The Parish Council has always objected to development of this site.*

- What role does the Parish Council have in granting planning permission? *The Parish Council is only a consultee for planning applications in the village as Central Bedfordshire Council is the planning authority. We review all planning applications in our meetings unless a response is required before a meeting – in these circumstances the response is delegated to the Clerk.*
- How is development of large sites determined? *Central Bedfordshire Council has a Local Plan 2015-2035 within which sites were allocated for development. The Pyghtle is the site allocated for Gravenhurst allowing for between 30 to 39 houses. This site has not yet been brought forward for development but if it was, then allocation within the Local Plan gives it outline planning permission. Central Bedfordshire Council is currently updating the Local Plan and earlier this year made a 'call for sites' where local landowners can put forward land for development and allocation in the updated Local Plan. That process is yet to be completed, and it is hoped that residents and local councils will have the opportunity to comment on those sites as part of a consultation. Sites in Gravenhurst can be viewed here: <https://consultations.central-bedfordshire.urbanintelligence.co.uk/public-web-map?eventId=85>. Outside of allocation in the Local Plan any site can be put forward for planning permission, but it is assessed against any material planning objections raised and whether Central Bedfordshire Council is meeting the requirements of the number of homes it must build and plans to build over a selected period of time. If this number falls below what is required, then planning approval may be given due to a legal presumption in favour of development.*

Standing orders were re-instated at 8:30pm

MINUTES

8298. Adoption of minutes of the Meeting of Gravenhurst Parish Council held on Thursday 16th October 2025.

Proposed Councillor Lockey/Seconded Councillor Robertson. Resolved that the minutes of the Parish Council Meeting held on 16th October 2025 having been previously circulated, were taken as read and signed as a correct record by the Chair. Carried.

PROCEDURES, CONSULTATIONS AND LEGAL

8299. To approve GPC Working Group Terms of Reference including Gallop Working Group and Budget Working Group.

Proposed Councillor Lockey/Seconded Councillor Robertson. Resolved to approve GPC Working Group Terms of Reference v1.0. Carried

8300. To re-approve GPC:

- Code of Conduct v2.0.
- Meetings Recording and Filming v1.1.
- Asset Register Policy v1.0.



- Freedom of Information and Publication Scheme Policy v1.1.
- Dealing with Complaints Policy v1.0.
- Dealing with Habitual or Vexatious Complainants Policy v1.0.
- Equality and Diversity Policy v1.0.

Proposed Councillor Lockett/Seconded Councillor Cooper. Resolved to approve GPC Code of Conduct v2.0, Meetings Recording and Filming v1.1, Asset Register Policy v1.0, Freedom of Information and Publication Scheme Policy v1.1, Dealing with Complaints Policy v1.0, Dealing with Habitual or Vexatious Complainants Policy v1.0, Equality and Diversity Policy v1.0. Carried

8301. To approve data audit and next steps as part of digital and data compliance actions. Deferred to next meeting.

8302. To consider signing Councillor Statement of Assurance.

This initiative strengthens the commitment to creating positive, supportive, and respectful parish council environments. While parish councils can demonstrate their organisational commitment by signing the Civility and Respect Pledge, which GPC has done councillors themselves must also personally commit to upholding these values in their daily work and interactions. Councillors who lead with civility and respect set the tone for their council and help ensure that council meetings and decision-making are effective, inclusive, and fair. The statement is not a legal document or contractual obligation. It is a public affirmation of personal values and conduct. Together, the Councillor's Statement of Assurance and the Civility and Respect Pledge give parish and town councils and councillors the tools to create a positive and professional culture.

Proposed Councillor Robertson/Seconded Councillor Lockett. Resolved to approve signing of Councillor Statement of Assurance. Carried

8303. To consider response to stage two of CBC Community Governance Review consultation.

The Clerk advised that draft recommendations for Gravenhurst are that the parish name should remain unchanged and that the number of parish councillors on Gravenhurst Parish Council (7) should also remain unchanged.

Proposed Councillor Robertson/Seconded Councillor Green-Noon. Resolved that the Council has no objection to recommendations made at stage two of the CBC Community Governance Review where Gravenhurst is concerned. Carried

8304. To consider response to CBC Shaping Safer, Greener Journeys to School consultation. The Clerk and Councillors worked through the consultation questions and agreed on responses accordingly.

PLANNING AND HOUSING

8305. Planning applications to consider.

- None

ENVIRONMENT AND LEISURE

8306. Recreation Ground - To receive update on all matters concerning the Recreation Ground and consider any actions.

- a. Update on Recreation Ground Improvement project and any actions required to include:

- i. Signage.

This is in progress.



ii. Damage to play flooring.

The Clerk advised that Greyhound Leisure are still to conduct repairs to play flooring, adjust the entry gate and review other issues raised by the play area inspection.

b. To review Recreation Ground Inspection Reports and schedule for those inspecting.

- The Clerk advised that HAGS are yet to provide and update on the internal claim made regarding the paint peeling from the Viper. The Rocker will be inspected by Greyhound Leisure when they come to site. The Clerk will chase both companies for an update.
- Councillor Cooper advised that he has conducted regular inspections using the new checklist and will continue to conduct inspections until the next meeting.
- Children have further damaged hedging planted by CPRE last year. The clerk now has details on the meterage of fencing required and will purchase this according as per the previous meeting resolution.

c. CPRE hedge planting.

CPRE have advised that our proposal for new hedging to enclose the play area looks feasible. They will look at planting schedules but may well not get to us until the very end of the year/new year.

d. All other items.

The Clerk advised that she has received a report from the Right of Way Officer that trees have been removed along FP10 that runs from the High Street to the Recreation Ground and beyond. The exact location is unclear from photos provided. Councillor Lockey agreed to visit site and report back.

Councillor Lockey has collected the completed Recreation Ground questionnaires from the post-boxes that will now be removed. The Clerk will amalgamate the responses with those submitted online and present at the next meeting.

8307. To confirm response to CBC Leisure Strategy Parish Schedules update.

Council requested that the Clerk review and update the schedule accordingly collaborating with Councillor Robertson, if required.

8308. Allotments – To receive update on allotments and consider any actions:

- Council has been advised of the installation of a large shed on site. Clerk not aware so will investigate.
- Water at the allotments has been turned off.

HIGHWAYS AND LIGHTING

8309. To receive update on any Highways matters and consider any actions.

- Cllr Lockey has continued to add reports of potholes to Fix-My-Street.
- Cllr Lockey has received complaints about the state of the footpath outside the Methodist Chapel and the entrance to the allotments. The Clerk noted that this has been previously reported to CBC via Fix-My-Street and the response was that it did not require attention and they would continue to monitor.
- Councillors noted that a crack has appeared across the bridge when leaving the village towards Shillington. They will continue to monitor this.



8310. Update on application to CBC for alterations to the Definitive Map so that footpath across St Giles and behind 53 & 53A High Street is added to FP4.
Update given in public session. Council requested that the Clerk contact the CBC Definitive Maps Officer, our CBC Right of Way Officer, Head of Highways and our MP to see if the matter can be reviewed sooner due to community unrest this issue is causing.

CEMETERY

8311. Update on St Mary's Churchyard replacement gate posts.
Cllr Cooper has dropped off the gate posts and gate. Clerk to chase for an update on refurbishment.

FINANCE MATTERS

8312. To approve purchase orders
- Play inspection training for Cllrs Lockey and Cooper and the Clerk.
 - BATPC Nimble training for SG-N.
 - Change subscription from MS 365 Personal £70.83 to MS 365 Business Standard £115.20 on 18/12/25.
 - New Councillor training for SG-N with BATPC for £35.
- Proposed Councillor Lockey/Seconded Councillor Green-Noon. Resolved to approve purchase of councillor training and change of MS 365 subscription for the Clerk. Carried*
8313. To approve £100 grant request for New Years Day Walk.
Proposed Councillor Lockey/Seconded Councillor Cooper. Resolved to approve grant request for New Years Day Walk for £100 and that payment be added to the payments list for this meeting. Carried.
8314. To approve bank reconciliations to 31st October 2025.
Proposed Councillor Lockey/Seconded Councillor Cooper. Resolved to approve bank statements and bank reconciliations to 31st October 2025, and that they be signed by councillors at the meeting. Carried.
8315. To approve payments to be made.

Payment No:	Payee	Purpose	Amount
Direct Debits and payments made before agenda issued			
DD95	SSE	Lighting Electricity Supply - August 2025 (29/10/25)	£62.77
DD96	SSE	Lighting Electricity Supply - September 2025 (30/10/25)	£72.74
DD97	SSE	Lighting Electricity Supply - October 2025 (21/11/25)	£87.94
DD98	Unity Trust Bank	October 2025 Bank Charges (30/11/25)	£6.00
DD99A	Everflow	Cemetery Water 14/11-13/12/25	£36.54
DD99B	Everflow	Allotment Water 14/11-13/12/25	-£335.63
DD100A	Everflow	Cemetery Water 14/12-13/01/26	£15.18
DD100B	Everflow	Allotment Water 14/12-13/01/26	£29.30
Payments requested with distribution of agenda			
BACS821	A Marabese - Expenses	Various	
BACS822	A&B Gardening Limited	October grass cutting	£422.40
BACS823	The Play Inspection Company	Outdoor Annual Inspection	£66.00
BACS824	Gravenhurst Village Hall	Room Hire 27/11/25	£30.00
BACS825	BATPC	Play Inspection Training - NL & DC	£560.00
BACS826	A Marabese	Salary (27/11/25)	
Payments requested after distribution of agenda			
BACS827	Frank Redman & Sons	Tractor Diesel and spare tyres	£71.99
BACS828	P3 Walking Group	New Years Day Walk refreshments	£100.00

Proposed Councillor Robertson/Seconded Councillor Green-Noon. Resolved that payments, as presented to Council, be approved for payment. Carried.



MEETING CLOSE

8316. Close of meeting

There being no further business the meeting was declared closed at 9:30pm

Certified a true copy of the Minutes of the Parish Council Meeting held on 27th November
2025.

Signed
(Chairperson)

Date